

**A SUBSTITUTE RESOLUTION
BY FINANCE/EXECUTIVE COMMITTEE**

A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO A CITYWIDE COOPERATIVE PURCHASING AGREEMENT NUMBER COA-0005 PURSUANT TO SECTION 2-1601 ET. SEQ. OF THE CITY OF ATLANTA CODE OF ORDINANCES, UTILIZING NATIONAL IPA CONTRACT #090188 WITH GRAINGER FOR MAINTENANCE, REPAIR, AND OPERATION SUPPLIES (MRO) FOR TWO (2) YEARS WITH THREE (3) ONE-YEAR RENEWAL OPTIONS ON BEHALF OF THE CITY OF ATLANTA IN AN AMOUNT NOT TO EXCEED SIX HUNDRED THOUSAND DOLLARS AND NO CENTS (\$600,000.00) TO BE CHARGED TO AND PAID FROM CITY OF ATLANTA DEPARTMENTS, AS DEFINED BY THE CITY OF ATLANTA CHARTER, WITH ADOPTED FISCAL YEAR APPROPRIATIONS IN FUNDED DEPARTMENTAL FUND/DEPT.-ORG./ACCOUNT/FUNCTION ACTIVITY (FDOA) LOCATIONS.

WHEREAS, the City of Atlanta ("City") desires to enter into a citywide cooperative purchase agreement number COA-0005 with Grainger for Maintenance, Repair, and Operation Supplies (MRO) utilizing National IPA Contract #090188.

WHEREAS, the City continues to require the use of Maintenance, Repair, and Operation Supplies (MRO) to perform the city's daily operations; and

WHEREAS, pursuant to Section 2-1601 et seq. of the City of Atlanta Code of Ordinances, the Chief Procurement Officer may procure supplies or construction items through contracts established by a public procurement unit where such contracts and contractors substantially meet the requirements of the Purchasing and Real Estate code; and

WHEREAS, the Chief Procurement Officer recommends the execution of a citywide cooperative purchasing agreement number COA-0005 with Grainger, utilizing National IPA Contract #090188 for Maintenance, Repair, and Operation Supplies (MRO), in an amount not to exceed six hundred thousand dollars and no cents (\$600,000.00).

WHEREAS, this cooperative agreement was competitively procured in a manner consistent with Division 4 of the City's Procurement Code, and the cost of the goods and/or services are comparable.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, that the Mayor or his designee is authorized to execute, on behalf of the City of Atlanta, a citywide cooperative purchasing agreement number COA-0005 with Grainger for two (2) years with three (3) one-year renewal options utilizing National IPA Contract #090188 for Maintenance, Repair, and Operation Supplies (MRO), in an amount not to exceed six hundred thousand dollars and no cents (\$600,000.00) to be charged to and paid from City of Atlanta Departments, as defined by the City of Atlanta Charter, with adopted fiscal year appropriations in funded departmental Fund/Dept.-Org./Account/Function Activity (FDOA) locations.

BE IT FURTHER RESOLVED, that the Chief Procurement Officer in consultation with the City Attorney is directed to prepare an appropriate document for execution by the Mayor.

BE IT FINALLY RESOLVED, that the agreement will not become binding on the City, and the City will incur no obligation or liability under it until it has been executed by the Mayor, attested to by the Municipal Clerk, approved as to form by the City Attorney, and delivered to Grainger.

**A RESOLUTION
BY FINANCE/EXECUTIVE COMMITTEE**

11- R -0665

A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO A CITYWIDE COOPERATIVE PURCHASING AGREEMENT NUMBER COA-0005 PURSUANT TO SECTION 2-1601 ET. SEQ. OF THE CITY OF ATLANTA CODE OF ORDINANCES, UTILIZING NATIONAL IPA CONTRACT #090188 WITH GRAINGER FOR MAINTENANCE, REPAIR, AND OPERATION SUPPLIES (MRO) FOR TWO (2) YEARS WITH THREE (3) ONE-YEAR RENEWAL OPTIONS ON BEHALF OF THE CITY OF ATLANTA IN AN AMOUNT NOT TO EXCEED SIX HUNDRED THOUSAND DOLLARS AND NO CENTS (\$600,000.00); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM PREVIOUSLY APPROPRIATED FUND, DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER: (VARIOUS ACCOUNTS).

WHEREAS, the City of Atlanta ("City") entered into a citywide cooperative purchase agreement number COA-0005 with Grainger for Maintenance, Repair, and Operation Supplies (MRO) utilizing National IPA Contract #090188.

WHEREAS, the City continues to require the use of Maintenance, Repair, and Operation Supplies (MRO) to perform the city's daily operations; and

WHEREAS, pursuant to Section 2-1601 et seq. of the City of Atlanta Code of Ordinances, the Chief Procurement Officer may procure supplies or construction items through contracts established by a public procurement unit where such contracts and contractors substantially meet the requirements of the Purchasing and Real Estate code; and

WHEREAS, the Chief Procurement Officer recommends the execution of a citywide cooperative purchasing agreement number COA-0005 with Grainger, utilizing National IPA Contract #090188 for Maintenance, Repair, and Operation Supplies (MRO), in an amount not to exceed six hundred thousand dollars and no cents (\$600,000.00).

WHEREAS, this cooperative agreement was competitively procured in a manner consistent with Division 4 of the City's Procurement Code, and the cost of the goods and/or services are comparable."

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, that the Mayor or his designee is authorized to execute, on behalf of the City of Atlanta, a citywide cooperative purchasing agreement number COA-0005 with Grainger for two (2) years with three (3) one-year renewal options utilizing National IPA Contract #090188 for Maintenance, Repair, and Operation Supplies (MRO), in an amount not to exceed Six Hundred Thousand Dollars and No Cents (\$600,000.00), to be charged to and paid from previously appropriated FDOA numbers: (Various Accounts).

BE IT FURTHER RESOLVED, that the Chief Procurement Officer in consultation with the City Attorney is directed to prepare an appropriate document for execution by the Mayor.

BE IT FINALLY RESOLVED, that the agreement will not become binding on the City, and the City will incur no obligation or liability under it until it has been executed by the Mayor, attested to by the Municipal Clerk, approved as to form by the City Attorney, and delivered to Grainger.

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview: FINANCE/EXECUTIVE

Caption:

A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO A CITYWIDE COOPERATIVE PURCHASING AGREEMENT NUMBER COA-0005 PURSUANT TO SECTION 2-1601 ET. SEQ. OF THE CITY OF ATLANTA CODE OF ORDINANCES, UTILIZING NATIONAL IPA CONTRACT #090188 WITH GRAINGER FOR MAINTENANCE, REPAIR, AND OPERATION SUPPLIES (MRO) FOR TWO (2) YEARS WITH THREE (3) ONE-YEAR RENEWAL OPTIONS ON BEHALF OF THE CITY OF ATLANTA IN AN AMOUNT NOT TO EXCEED SIX HUNDRED THOUSAND DOLLARS AND NO CENTS (\$600,000.00); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM PREVIOUSLY APPROPRIATED FUND, DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER: (VARIOUS ACCOUNTS).

Council Meeting Date: May 02, 2011

Requesting Dept.: Procurement

FAC Confirmed by:

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

Example: The purpose of this legislation is to anticipate funds from a local assistance grant to purchase child safety seats.

The City of Atlanta would like to enter into a citywide cooperative purchasing agreement number COA-0005 with Grainger for Maintenance, Repair, and Operation Supplies (MRO) for a period of two (2) years with three (3) one-year renewal options in an amount not to exceed \$600,000.00

2. Please provide background information regarding this legislation.

Example: The task force of homelessness conducted a study regarding homelessness, its impact and consequences on the City. This resolution reflects the Mayor's desire to open a twenty-four hour center that will respond to the needs of the homelessness in Atlanta.

The City of Atlanta has an ongoing need to purchase various (MRO) supplies throughout the year to address day-today operational and repair issues. The DOP has identified Grainger as a source for Maintenance, Repair, and Operation Supplies (MRO) and has identified National IPA Contract #090188 with Grainger as an appropriate governmental contract from which to cooperatively purchase the Maintenance, Repair, and Operation Supplies (MRO).

3. If Applicable/Known:

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** Maintenance, Repair, and Operation Supplies (MRO)
- (b) **Source Selection:** Cooperative Purchase – National IPA- Contract #090188
- (c) **Bids/Proposals Due:**
- (d) **Invitations Issued:**
- (e) **Number of Bids:**
- (f) **Proposals Received:**
- (g) **Bidders/Proponents:**
- (h) **Term of Contract:** two (2) years with three (3) one-year renewals

4. Fund Account Center (Ex. Name and number): Various Accounts

5. Source of Funds:

6. Fiscal Impact: \$600,000.00

7. Method of Cost Recovery:

This Legislative Request Form Was Prepared By: Patricia Lowe, Buyer

Legislation Summary

Committee of Purview:

Caption

A resolution authorizing the Mayor to execute an appropriate citywide contractual agreement number COA-0005 on behalf of the City of Atlanta with Grainer in an amount not to exceed six hundred thousand dollars and no cents (\$600,000.00). All contract work shall be charged to and paid from previously appropriated fund account and center number: (Various Accounts).

Council Meeting Date: May 02, 2011

Legislation Title: Resolution authorizing the Chief Procurement Officer to utilize the National IPA Contract #090188 with Grainger for the purchase of Maintenance, Repair, and Operation Supplies (MRO) for two (2) years with three (3) one-year renewals on behalf of the City of Atlanta in an amount not to exceed six hundred thousand dollars and no cents (\$600,000.00). All contract work shall be charged to and paid from previously appropriated fund account and center number: (Various Accounts).

Requesting Department: Department of Procurement

Contract Type: N/A

Source Selection: National IPA Contract #090188

Bids/Proposals Due: N/A

Invitations Issued: N/A

**Number of Bids/
Proposals Received:** N/A

Bidders/Proponents: N/A

Justification Statement: N/A

Background: N/A

Fund Account Centers: Various Accounts

Source of Funds: N/A

Fiscal Impact: N/A

Term of Contract: N/A

Method of Cost Recovery: N/A

Approval:

DOF:

DOL:

Prepared By: Patricia Lowe, Buyer

Contact Number: 404.330.6583

HOME**ABOUT US****AGREEMENTS****CONTACT US**
READY TO PURCHASE?
 CLICK HERE

CONTRACT HIGHLIGHTS
DOCUMENTATION
PRICING & ORDERING
NEED MORE INFO?
NEWS, EVENTS, ETC

GOING GREEN?
 We can help!

SEARCH OUR AGREEMENTS:

Select Agreement


GRAINGER
 FOR THE SMALL WHO GET IT DONE

**MAINTENANCE.
OPERATIONAL**

 Competitively Solicited and Awarded
 CITY OF TUCSON, AZ

Contract Highlights:

- Contract Term: January 1, 2010 - December 31,
- Deep discounted core lists supplemented with sp discounts
- 850 Item Core List
 - o 600 Item Core List
 - o 100 Item Sustainability (Green) Core List
 - o 150 Item Emergency Preparedness and Resp
- Agency-Specific Customized Core List (minimum
- Additional discounts for high volume and/or repe
- General Catalog Discount for Off-Core Items
- Value Added Services (i.e. Inventory Solutions, P Consulting Services, Training and Education, etc.
- Contract #090188
- Visit the Grainger website at www.grainger.com/

National Intergovernmental Purchasing Alliance Company
 1600 Westgate Circle, Suite 275, Brentwood, TN 37027
 Toll-Free (866) 408-3077 | info@nationalipa.org



MEMORANDUM

DATE: December 17, 2009

TO: Laura Jestings
Contract Administrator

FROM: Lloyd B. Windle II C.P.M.
Senior Contract Officer

Subject: Executive Summary - Request for Proposal No.090188
Maintenance, Repair and Operation Supplies (MRO)

Dept./Div.:	Citywide	Date Issued:	July 1, 2009
Pre-Proposal Date:	July 14, 2009	No. of Individuals Attending:	20
Due Date:	August 11, 2009	No. of Proposals Received:	11
Negotiated Value:	See below		

BACKGROUND

The City of Tucson issued the above referenced Request for Proposal to select a contractor to provide Maintenance, Repair and Operation Supplies (MRO) in the estimated annual amount of \$500,000. The solicitation was issued as a national cooperative effort with National Intergovernmental Purchasing Alliance (National IPA) to provide a source for these commodities for participating public agencies nationwide and to support the City of Tucson's Cooperative Purchasing Program. The solicitation was publicly posted on the City's and National IPA's website and notices were emailed to all registered vendors who have indicated email is their preferred delivery.

Bid Amendment 1, 2 and 3 were issued to answer questions raised at the pre-proposal meeting, to answer questions submitted prior to the proposal due date and to extend the proposal due date.

EVALUATION

A committee was formed to evaluate the proposals based upon the selection criteria set forth in the original RFP. The committee was comprised of the following members and signed Committee Member Statements were received from all.

Voting Committee Members

Dale Suter – General Services
Cliff Hanson – Housing Management -CSD
Sterling Ford – Parks and Recreation

Non-Voting Committee Members

Angela Prather – National IPA

The City received proposals from the following firms:

Arizona Brake & Clutch Supply, Inc.
The Plumbers Choice
Fastenal Co.
Applied Industrial Technology
Border States Electric Supply
WW Grainger, Inc.

HD Electrical Supply
MSC Industrial Supply
Sun Lighting
GEXPRO
Barnes Distribution

Prior to releasing the proposals to the committee, I conducted an initial test for acceptability to ensure that all requested information had been submitted. As a result, nine (9) proposals were deemed eligible for the committee's review. The proposal from The Plumbers Choice was deemed unacceptable for not submitting the required proposal evaluation criteria. Arizona Brake & Clutch Supply, Inc. submitted a no bid.

On September 2nd, I met with the evaluation committee and discussed the role of the committee and the evaluation process. Each committee member received a copy of the City's Guidelines for Evaluation, the Evaluation Committee Responsibilities document, the evaluation criteria and copies of the proposals.

The committee reconvened on September 8th to discuss the relative strengths and weaknesses of the proposals with regard to the evaluation criteria set forth in the solicitation. The committee prepared a list of questions seeking clarification of offers from Fastenal Co., MSC Industrial Supply, Grainger, Inc. and Barnes Distribution. Questions were not prepared for the remaining firms as the committee felt it would not strengthen their respective proposals.

The committee reconvened on September 22nd, October 1st and October 20th to continue discussion of the relative strengths and weaknesses of the proposals along with the response to the Request for Clarification letters. On October 20th, after concluding discussions on all of the proposals, the committee members individually scored and ranked the short-listed firms. The committee members' rankings were totaled using the Heisman Method to arrive at an overall ranking. As a result, the committee recommended short listing to the top two ranked firms: Fastenal Co. and WW Grainger, Inc.

On November 3rd, the committee conducted interviews with the two shortlisted firms. On November 9, 2009, the City requested a revised offer from the shortlisted firms.

On November 18th, the committee reconvened to discuss the short-listed firms' offers including the interviews and revised offers. At that time, the committee members individually scored and ranked the short-listed firms. The committee members' rankings were totaled using the Heisman Method to arrive at an overall ranking. As a result, the committee recommended entering into exclusive negotiations with the intent to award to the top ranked firm: WW Grainger, Inc.

NEGOTIATED VALUE

The City negotiated the following revisions to pricing and value added services.

1. WW Grainger, Inc. agreed to increase the offered discounts, with the exception of discounts offered for GE Lighting and Advance Transformer, to be no less than the maximum discount offered on equivalent cooperative contracts. Discounts for GE Lighting and Advance Transformer shall be evaluated and discussed quarterly, and revised to reflect additional volume discounts received from the manufacturer.
2. WW Grainger, Inc. agreed to develop an initial Small Business Program with the City of Tucson within the first three (3) months of the contract with quarterly meetings to revise and enhance the program.

CONTRACT OFFICER RECOMMENDATION:

I attest that the evaluation process was conducted in accordance with the Tucson Procurement Code and all applicable rules and regulations. Based upon the evaluation committee's recommendation, it is recommended that this contract shall be awarded to:

WW Grainger, Inc.

Concurrence:

Laura Jesting
Name
Contract Administrator

12-22-09
Date

OFFER AND ACCEPTANCE

OFFER

TO THE CITY OF TUCSON:

The Undersigned hereby offers and shall furnish the material or service in compliance with all terms, scope of work, conditions, specifications, and amendments in the Request for Proposal which is incorporated by reference as if fully set forth herein.

For clarification of this offer, contact:

GRAINER
Company Name
3415 S. Dodge Blvd
Address
TUCSON, AZ 85713-5434
City State Zip
Denise Childress
Signature of Person Authorized to Sign
Denise Childress
Printed Name
Account MANAGER
Title

Name: Denise Childress
Title: ACCOUNT MANAGER
Phone: 520.205.2023
Fax: 520.748.7716
E-mail: DENISE.CHILDRESS @
GRAINER.COM

ACCEPTANCE OF OFFER

The Offer is hereby accepted. The Contractor is now bound to sell the materials or services specified in the Contract. This Contract shall be referred to as Contract No. 090188-012.

Approved as to form this 29th day of Dec, 2009.

[Signature]
As Tucson City Attorney and not personally

CITY OF TUCSON, a municipal corporation

Awarded this 29th day of December, 2009.

[Signature]
Mark A. Neihart, C.P.M., CPPB, A.P.P., CPM
As Director of Procurement and not personally

CONTRACT AMENDMENT

CITY OF TUCSON
DEPARTMENT OF PROCUREMENT
255 W. ALAMEDA, 6TH FLOOR
TUCSON AZ 85726-7210

CONTRACT NO.
CONTRACT AMENDMENT NO. 1
PAGE 1
CONTRACT OFFICER: LLOYD B. WINDLE II

THIS CONTRACT IS AMENDED AS FOLLOWS:

Maintenance, Repair and Operations Supplies (MRO)

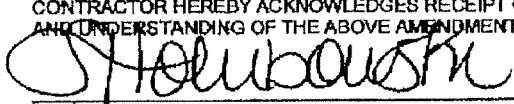
Pursuant to Contract No. 090188-01, Special Terms and Conditions, Paragraph 2, Page 10, the City is hereby exercising its option to extend the contract for the time period of January 1, 2011 through December 31, 2011.

Pricing is hereby revised per the following price lists which are effective January 1, 2011.

1. 2011 Core and Public Safety - EPR Price List dated January 1, 2011.
2. 2011 Lamp Program Price List dated January 1, 2011.
3. 2011 Ballast Program Price List dated January 1, 2011.

ALL OTHER PROVISIONS OF THE CONTRACT SHALL REMAIN IN THEIR ENTIRETY.

CONTRACTOR HEREBY ACKNOWLEDGES RECEIPT OF
AND UNDERSTANDING OF THE ABOVE AMENDMENT.

 12/22/10
Signature Date


THE ABOVE REFERENCED CONTRACT AMENDMENT
IS HEREBY EXECUTED THIS 23 DAY
OF December 2010, AT TUCSON, ARIZONA.

Sonya Holubowski, Sr. National Sales Manager
Typed Name and Title

W.W. Grainger, Inc.
Company Name

100 Grainger Parkway
Address

Lake Forest, IL 60045-5201
City State Zip


Mark A. Nelhart, C.F.M., CFPB, A.P.P. CPM
As Director of Procurement and not personally

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: Chief of Staff

Dept.'s Legislative Liaison: Patricia Lowe

Contact Number: (404) 330-6583

Originating Department: Department of Procurement

Committee(s) of Purview: _____

Chief of Staff Deadline: April 08, 2011

Anticipated Committee Meeting Date(s): April 26-27, 2011

Anticipated Full Council Date: May 02, 2011

Legislative Counsel's Signature: 

Chief Information Officer: _____

Commissioner Signature: _____

Chief Procurement Officer Signature: 

CAPTION

Mayor's Staff Only

A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO A CITYWIDE COOPERATIVE PURCHASING AGREEMENT NUMBER COA-0005 PURSUANT TO SECTION 2-1601 ET. SEQ. OF THE CITY OF ATLANTA CODE OF ORDINANCES, UTILIZING NATIONAL IPA CONTRACT #090188 WITH GRAINGER FOR MAINTENANCE, REPAIR, AND OPERATION SUPPLIES (MRO) FOR TWO (2) YEARS WITH THREE (3) ONE-YEAR RENEWAL OPTIONS ON BEHALF OF THE CITY OF ATLANTA IN AN AMOUNT NOT TO EXCEED SIX HUNDRED THOUSAND DOLLARS AND NO CENTS (\$600,000.00); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM PREVIOUSLY APPROPRIATED FUND, DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER: (VARIOUS ACCOUNTS).

Received by CPO: _____ Received by LC from CPO: _____
(date)  4/8/11 (date) 

Received by Mayor's Office: _____ Reviewed by: _____
(date)  (date) 

Submitted to Council: _____
(date)



CITY OF ATLANTA


Kasim Reed
Mayor

SUITE 1790
55 TRINITY AVENUE, SW
ATLANTA, GA 30303
(404) 330-6204 Fax: (404) 658-7705
Internet Home Page: www.atlantaga.gov

DEPARTMENT OF PROCUREMENT
Adam L. Smith, Esq., CPPO, CPPB
Chief Procurement Officer
asmith@atlantaga.gov

MEMORANDUM

TO: Councilmember Yolanda Adrean,
Chair, Finance Executive Committee

FROM: Adam L. Smith 

RE: National IPA Contract #090188

DATE: April 7, 2011

This memorandum is to certify that the above-referenced Cooperative Agreement was competitively procured in a manner consistent and pursuant to sections 2-1602, 2-1604, 2-1606 and 2-1608 of the Procurement and Real Estate Code. We reviewed the terms of the Agreement and determined that the costs for the goods/services are competitive and comparable.

If you have any questions or need additional information, please do not hesitate to contact me.